

# SOUTH DAKOTA BOARD OF REGENTS

## Policy Manual

**SUBJECT:** Articulation of General Education Courses: South Dakota Technical Colleges without a Memorandum of Agreement with the Board of Regents

**NUMBER:** 2:25

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### **A. PURPOSE**

To regulate the articulation of General Education courses between the Regental system and South Dakota Technical Colleges when no Memorandum of Agreement is in place.

### **B. DEFINITIONS**

None

### **C. POLICY**

#### **1. Criteria**

- 1.1. Articulation of General Education courses will be a Regental system to technical college process.
- 1.2. Articulation will include the General Education courses designated as the System General Education Requirements for the Regental institutions.
- 1.3. General Education courses may be articulated as acceptable for transfer to all Regental institutions for lower division credit. No courses numbered 099 or lower, including remedial and non-degree credit courses, will be articulated.
- 1.4. Technical college instructors teaching general education courses articulated with the Regental institutions must meet the criteria specified below. Prior to each semester, the technical colleges will provide the Board Office with the names, vitae, and graduate transcripts of not previously approved faculty teaching the articulated courses, and the faculty must be approved by the Board Office prior to the course being taught. The Board Office will provide the Department of Education and Cultural Affairs with the list of approved faculty.
  - 1.4.1. Technical college faculty have either a master's degree in the subject/discipline being taught or any master's degree typically with eighteen (18) graduate hours in the subject/discipline being taught.
  - 1.4.2. Faculty who do not meet the criterion above must be actively pursuing courses of study that will lead to these degrees within three (3) to five (5) years.

- 1.4.3. If a university specialized accrediting agency establishes standards for faculty credentials, those standards will be followed.
- 1.5. Emergency short-term exceptions will be accepted.
- 1.6. Once a course is approved for Regental system to technical college articulation, the courses offered in the postsecondary technical college system will be numbered to conform to the common course numbering model of the Board of Regents System. Common numbering and titles will facilitate the transfer process.

## **2. Process**

- 2.1. Requests for articulation by the postsecondary technical colleges will be forwarded to the System Chief Academic Officer in the Office of the Executive Director of the Board of Regents for action by the Academic Affairs Council. The course requests will include the following material from the immediately preceding semester: a copy of the syllabus (including detail of course content), tests indicating the skill level students are required to meet, evaluation and grading procedures, and a list of all faculty who teach the course and copies of their vitae and transcripts.
- 2.2. The System Chief Academic Officer will refer articulation proposals to the Academic Affairs Council or designee.
- 2.3. Once a course is articulated, it is the responsibility of each party to submit a new proposal when any aspect of the course is changed, including number, content, outcomes, faculty, etc.

## **3. Transfer**

- 3.1. Transfer of courses from South Dakota postsecondary technical colleges is governed by Board policies 2:5, 2:25, 2:26, 2:27, and 2:31.
- 3.2. High school dual credit courses offered or accepted by technical colleges must be validated by AP or CLEP examinations before being accepted in transfer to Regental institutions. The Regental system has established the minimum scores on each AP and CLEP examination necessary to receive credit.

## **4. Associate Degrees**

- 4.1. The Associate of Applied Science degree is a non-transferable degree. General education coursework for such degrees may be transferable only when a specific program to program articulation agreement exists.

## **FORMS / APPENDICES:**

None

## **SOURCE:**

BOR June 1997; BOR March 1998; BOR August 1999; BOR June 2005; BOR October 2017; July 2020 (Clerical).